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Office Memorandum • UNITED STATES GOVERNMENT

TO : Acting Chief of Logistics

DATE: 21 May 1953

FROM : Acting Chief, Supply Division

SUBJECT: Weekly Activity Report

1. GENERAL:25X1A6a a. Move to [REDACTED] (continued item)

(1) Moving operations from Washington warehouses are still planned to commence on 25 May, although GSA, as of 20 May, had not received the building from the contractor.

(2) The complete plan for moving, which includes an appendix and exhibits, has been forwarded to the Acting Chief of Logistics. Copies of the appendix have also been forwarded to Security and other cognizant offices as required, to supplement the Operation Plan forwarded by memorandum of 30 April.

(3) A number of details pertaining to the removal and relocation of Washington area facilities to [REDACTED] remain unsolved as of 20 May. The major points still to be worked out are as follows:

(a) Obtainment of daily transportation for approximately [REDACTED] persons to [REDACTED] by 1 June.

(b) Erection of steel wire partition to control binnable items of a highly pilferable as well as sensitive nature.

(c) Access to east side of warehouse for handling material into the warehouse.

(d) Availability of adequate storage for gasoline to be used to operate materials handling equipment.

These items have been the subject of weekly meetings with General Services since early April and are considered to be of paramount importance in accomplishing the move from both a Security standpoint and a deadline of 30 June required for the evacuation of the [REDACTED] Depot.

25X1A6a

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25X1A6a b. Supply Training at [REDACTED]: (continued item)

2
c.f.
(1) An outline of Supply Indoctrination, which is to be used to train Supply personnel slated for field assignment, has been forwarded to the Logistics Office Training Officer. This course is to be used to acquaint such personnel with supply functions overseas prior to their assignment to [REDACTED] for further training of an on-the-job nature.

25X1A6a c. [REDACTED] Activation: (continued item)

25X1A6a

c.f.
C.F.
No change.

25X1A9a

d. Supply Economy Program: (continued item)

25X1A9a

D.
A meeting was held with Administrative Officers of the DD/A complex on 18 May for the purpose of introducing the program. Col. [REDACTED] represented the Logistics Office and Mr. [REDACTED] attended from the Office of the ADD/A. The program was well received and good interest was shown in Supply Economy.

2. PROJECTS AND STUDIES IN PROCESS:

a. Catalog Index: (continued item)

6.
The General Index has now been completed and forwarded to Reproduction for printing. The scheduled date for completion is 28 May.

b. Stock Numbers for Material under Control of OPC Logistics: (continued item)

Work under this project has now been completed. No further report is to be rendered thereon.

c. Stock Numbers for New Electronic Items: (continued item)

No change.

25X1A6a

d. Non-Catalogued Items at [REDACTED] (continued item)

No change.

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3. OTHER ITEMS OF INTEREST:

25X1A

a. Supply Regulations:

25X1A

25X1C All comments on the Supply element of Regulation No. [REDACTED] have now been received and analyzed. It is planned to submit for a final coordination a number of the sections of Regulation No. [REDACTED] in the approved format for [REDACTED] use during the week of 25 May.

b. Supply Procedures - Field:

All comments have now been received and analyzed. Work is continuing on incorporating such changes to the Procedures, and this publication, together with forms, should be available for reproduction within 45 days.

25X1A6a c. [REDACTED] Security Inspection:

25X1A9a

It is planned to bring Mr. [REDACTED] of the [REDACTED] in 25X1A6a headquarters sometime in June for a weeks' security indoctrination. At that time, any unresolved points as a result of Mr. [REDACTED] 25X1A9a of 1 May, and referred to in the Weekly Activity Report of 7 May, will be taken care of.

d. Priced Supplement to Supply Catalog:

A priced supplement to the Catalog has been prepared from tabulating machine runs for the immediate use of FE/Logistics. A format has now been prepared for printing this data for inclusion to the Supply Catalog.

4. SPECIAL PROBLEMS:

None

5. MAJOR OBJECTIVES:

No change from that previously reported.

[REDACTED] A9a

LO/SD/DWW:dmg (21 May 1953)

Distribution:

1 - Supply

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